

CITY OF TIGARD, OREGON

ORDINANCE NO. 03- 02

AN ORDINANCE AMENDING TIGARD MUNICIPAL CODE, CHAPTER 2.12 , REGARDING THE PARK AND RECREATION BOARD.

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WHEREAS, the City of Tigard is a growing community with increasing needs for park and recreation activities; and

WHEREAS, the City has completed master plans and improvements to several City parks, but further work remains; and

WHEREAS, Tigard has not had a separate Park and Recreation Advisory Board since the dissolution of the former Park and Recreation Board in the early 1990's; and

WHEREAS, the Tigard Planning Commission has ably provided advice to the City Council and staff on parks-related issues for more than ten years; and

WHEREAS, the City is in need of an advisory group that can focus solely on park and recreation needs of the community.

NOW, THEREFORE, THE CITY OF TIGARD ORDAINS AS FOLLOWS:

- SECTION 1: The City Park and Recreation Advisory Board shall, at its first meeting after the effective date of this ordinance, elect a chairperson and vice chairperson, who shall hold office during the pleasure of the board, and the board shall elect a secretary who need not be a member of the board, and the secretary shall keep accurate records of all board proceedings.
- SECTION 2: If any member resigns or is unable to serve the term for which the member was appointed, the vacancy will be filled as set forth by Tigard City Council resolution regarding the appointment of alternates to boards and committees.
- SECTION 3: The Tigard Municipal Code, Chapter 2.12, is hereby amended as shown in the attached Exhibit A, which is incorporated herein by this reference.

SECTION 4: Inasmuch as it is deemed necessary for the public health, peace and safety of the citizens of Tigard that an advisory board on park and recreation matters be established, an emergency is hereby declared to exist, and this ordinance shall be in full force and effect on and after the date following its adoption by the City Council and signature by the Mayor.

PASSED: By UNANIMOUS vote of all Council members present after being read by number and title only, this 22<sup>nd</sup> day of April, 2003.

Catherine Wheatley  
Catherine Wheatley, City Recorder

APPROVED: By Tigard City Council this 22<sup>nd</sup> day of April, 2003.

C. E. Dirksen  
Craig E. Dirksen, Council President

Approved as to form:

Linda V. Reun  
City Attorney

4.28.03  
Date

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## TIGARD MUNICIPAL CODE

Chapter 2.12 PARK AND RECREATION  
ADVISORY BOARD.

## Sections:

- 2.12.010 Appointments.
- 2.12.020 Meetings.
- 2.12.030 Public Meetings.
- 2.12.04030 Advisory Capacity.
- 2.12.05040 Terms Of Office.
- 2.12.060 Term Limits.
- 2.12.07050 General Functions And Responsibilities.
- 2.12.060 Specific Responsibilities.

## 2.12.010 Appointments.

A park and recreation advisory board is created, hereinafter referred to as the "park and recreation advisory board." The park and recreation advisory board shall consist of seven ~~nine~~ persons. ~~Eight persons shall be appointed by the cCity cCouncil. Not more than two of whom may be nonresidents of the cCity. A ninth person shall be a~~ Non-voting members of the park and recreation advisory board may be appointed by the mayor upon the recommendation of the Tigard-Tualatin school district board and such other bodies as the mayor deems would be appropriate to contribute input to the park and recreation advisory board. ~~confirmed by the City Council, and such persons shall reside within the established boundaries of the Tigard school district. All voting park and recreation advisory board members shall have equal status in recommendation and voting powers. Park and recreation advisory b~~Board members shall receive no compensation.

A ~~chairpersonman~~ and vice ~~chairpersonman~~, and a secretary shall be elected by the membership at the start of each year. A ~~chairpersonman~~ shall not serve consecutively for more than two years in said capacity. (Ord. 80-45 §1(part), 1980: Ord. 79-93 §2(part), 1979: Ord.

79-27 §2, 1979: Ord. 78-12 §2, 1978: Ord. 72-66A §1, 1972: Ord. 70-11 §1, 1970).

## 2.12.020 Meetings.

The park and recreation advisory board shall hold meetings as needed, but shall not meet less than six times per year. Minutes of each meeting shall be prepared and submitted to the cCity rRecorder not more than ten business ~~seven~~ days following a park and recreation advisory board meeting. ~~These minutes shall be reviewed by the City Council at a regular meeting.~~ (Ord. 85-29 §1, 1985: Ord. 79-93 §2(part), 1979: Ord. 72-66A §2, 1972: Ord. 70-11 §2, 1970).

## 2.12.030 Public Meetings

The park and recreation advisory board shall comply with the Oregon Public Meeting Law, meet on a regular basis and make recommendations to the city council as needed.

## 2.12.04030 Advisory Capacity.

The park and recreation advisory board shall be advisory to the cCity cCouncil on matters pertaining to the creation, operation and maintenance of recreation facilities under the jurisdiction of the cCity. The park and recreation advisory board shall not obligate any funds without first obtaining permission to do so from the cCity cCouncil. (Ord. 79-93 §2(part), 1979: Ord. 70-11 §3, 1970).

## 2.12.05040 Terms Of Office.

With the exception of the initial members, ~~t~~The terms of office of all ~~members of the~~ park and recreation advisory board shall be four years to expire June 30<sup>th</sup> ~~December 31<sup>st</sup>~~. The terms of the initial members of the board shall be designated by the mayor. The mayor shall appoint the initial members as follows:

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- Two members for a term of two years.
- Two members for a term of three years.
- Three members for a term of four years.

If any member resigns or is unable to serve the term for which the member was appointed, the vacancy will be filled as set forth by city council resolution regarding the appointment of alternates to boards and committees. Any vacancy shall be filled by motion of the City Council for the unexpired portion of the term. (Ord. 79-93 §2(part), 1979).

## **2.12.060 Term Limits.**

Members of the park and recreation advisory board shall be limited to two full consecutive terms not withstanding prior appointment to an unexpired term.

## **2.12.07050 General Functions And Responsibilities.**

The general functions of the park and recreation advisory board shall be to advise the public works director and city council on issues such as:

(1) Concerning the management, care and control of public parks and recreation facilities and programs of the city, together with all park property and recreation facilities which may be acquired and developed;

(2) Concerning the making and altering from time to time of needful rules and regulations for the maintenance of order, safety and decency in said parks and recreation facilities;

(3) Concerning the establishment and modification of fees for park and recreation services, programs, or facility rentals;

(4) Concerning the expenditure of such funds as shall be appropriated by the city council

for public park and recreation facilities and programs.

(1) To define the objectives of public recreation services and make plans and general policies to achieve these objectives, using as a guide the City Council adopted "Environmental Design and Open Space Plan" (Ord. 77-70);

(2) To keep public officials informed of the status and progress of recreation services and program;

(3) To recommend a sound fiscal plan to achieve park and recreation service objectives. (Ord. 80-45 §1(part), 1979).

## **2.12.060 Specific Responsibilities.**

The specific responsibilities of the park board shall be:

(1) To recommend recreation policies and service levels to the City Council generally;

(2) To act in an advisory capacity to the City Council and City Administrator;

(3) To advise the City Council of problems related to the development of recreation, facilities, programs, etc.;

(4) To aid in coordinating City recreation services with the programs of other governmental agencies and volunteer organizations;

(5) To review the effectiveness of the park and recreation program with the City Administrator and City Council;

(6) To review the annual budget in relation to parks and recreation funding with the City Administrator, Budget Committee and City Council;

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~~— (7) To prepare a brief annual report to the City Council outlining responses to general and specific responsibilities placed upon the park board by this chapter. (Ord. 79-93 §2(part), 1979).■~~